



VACANCY

REFERENCE NR	:	VAC00344/27
JOB TITLE	:	Finance Officer
JOB LEVEL	:	C4
SALARY	:	R 409 935 - R 614 903
REPORT TO	:	Lead Consultant: Financial Risk Governance and Compliance
DIVISION	:	Finance
DEPT	:	Financial Accounting
LOCATION	:	Erasmuskloof
POSITION STATUS	:	Permanent (Internal & External)

Purpose of the job

To assist with evaluating the financial implications/risks associated with contracts and decisions and to ensure that SITA complies with all applicable laws and regulations as well as the relevant policies of the company by performing regular risk assessments and developing action plans to rectify.

Key Responsibility Areas

- Assist with and implement policies and procedures for the environment and ensure compliance with applicable legislation.
- Implement policies and procedures for the environment to ensure compliance with applicable policies and a clean audit report.
- Compile finance related reports to stakeholders and for inclusion in financial reports.
- General Finance administration
- Assisting in keeping the Irregular, Fruitless & Wasteful register updated
- Assist with inputs into the Irregular, Fruitless and Wasteful Note of the Annual Financial Statements.

Qualifications and Experience

Minimum: National Diploma at NQF Level 6 or bachelor's degree in accounting / finance.

Experience: 3-4 years relevant experience in a financial environment with at least 1 year Oracle experience or other integrated system experience.

Technical Competencies Description

Good knowledge of Generally Recognised Accounting Practice (GRAP); Understanding of relevant legislation, including PFMA and Treasury regulations; Knowledge of Financial Reporting and Analysis, Risk Management and Control, & Tax Accounting; Identification of risk; Implementation of internal controls; Ability to analyse reporting information and recommend corrective action; Ability to make an informed decision; Basic understanding of accounting principles; Effective presentation skills; Report writing skills; Understanding of one's role and influence in finance.

Other Special Requirements

N/A.

How to apply

To apply please log onto the e-Government Portal: www.eservices.gov.za and follow the following process;

1. Register using your ID and personal information;
2. Use received one-time pin to complete the registration;
3. Log in using your username and password;
4. Click on "Employment & Labour";
5. Click on "Recruitment Citizen" to create profile, update profile, browse and apply for jobs;

Or, if candidate has registered on eservices portal, access www.eservices.gov.za, then follow the below steps:

1. Click on "Employment & Labour";
2. Click on "Recruitment Citizen"
3. Login using your username and password
4. Click on "Recruitment Citizen" to create profile, update profile, browse and apply for jobs

For queries/support contact egovsupport@sita.co.za OR call 080 1414 882

CV`s sent to the above email addresses will not be considered

Closing Date: 10 March 2026

Disclaimer

SITA is an Employment Equity employer and this position will be filled based on Employment Equity Plan. Correspondence will be limited to short listed candidates only. Preference will be given to members of designated groups.

- If you do not hear from us within two months of the closing date, please regard your application as unsuccessful.
- Applications received after the closing date will not be considered.
- It is the applicant`s responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA).
- Only candidates who meet the requirements should apply.
- SITA reserves a right not to make an appointment.
- The appointment is subject to getting a positive security clearance, the signing of a performance contract, assessment recommendation, verification of the applicants` documents (Qualifications), and reference checking.
- Correspondence will be entered to with shortlisted candidates only.
- CV`s from Recruitment Agencies will not be considered.